

Appendix 1

Recommended format of application to director for initial approval of labor compliance program (labor code section 1771.7)

Entity/Awarding Body Seeking Approval:

Name

Address

Entity's/Awarding Body's Contact Person:

Name

Address

Phone

Fax

E-Mail

- A. Identify the two or more individuals employed by the entity/awarding body who will be primarily responsible for enforcing the Labor Compliance Program:

1. _____
Name

Title

Experience/training on public works/labor compliance issues:

(Attach additional sheets, if necessary.)

2. _____
Name

Title

Experience/training on public works/labor compliance issues:

(Attach additional sheets, if necessary.)

- B. List all other staff who will be involved in LCP functions:

<u>Name</u>	<u>Title</u>
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(Attach additional sheets, if necessary.)

- C. State the average number of public work projects the entity/awarding body annually administers:

- D. State whether the proposed LCP is a joint or cooperative venture among awarding bodies, and, if so, how the resources and expanded responsibilities of the LCP compare to the awarding bodies involved:

(Attach additional sheets, if necessary.)

- E. Describe the entity's/awarding body's record of taking cognizance of Labor Code violations in the preceding five years, including any withholding of funds from public works contractors:

(Attach additional sheets, if necessary.)

- F. Identify the attorney or law firm available to provide legal support for the LCP, including handling of the LCP's responsibilities during the administrative review process set forth in Labor Code Section 1771.6.

Attorney/Law Firm Name

Address

Contact Person & Phone Number

- G. Attach to the application a proposed manual outlining the responsibilities and procedures of the LCP.

- H. Identify the method by which the LCP will notify the Labor Commissioner of willful violations as defined in Labor Code Section 1777.1(d):

(Attach additional sheets, if necessary.)

DATED: _____

Entity/Awarding Body Representative

Mail this form, with enclosures, to:

**Office of the Director
DEPARTMENT OF INDUSTRIAL RELATIONS
455 Golden Gate Avenue, Suite 10616
San Francisco, CA 94102**